



**Franklin City Council Agenda  
June 27, 2022  
Council Chambers  
207 West Second Avenue  
Franklin, Virginia 23851**

**6:00 P.M.**

School Board Interviews

**7:00 P.M.**

**Regular Meeting**

**CALL TO ORDER. . . . . MAYOR FRANK M. RABIL**  
**PLEASE TURN OFF CELL PHONES. . . . . MAYOR FRANK M. RABIL**  
**PLEDGE OF ALLEGIANCE**  
**CITIZEN'S TIME**  
**AMENDMENTS TO AGENDA**

**1. CONSENT AGENDA:**

A. Approval of June 13, 2022 meeting minutes

**2. FINANCIAL MATTERS**

A. Literary Loan Resolution 2022-16

**3. OLD/ NEW BUSINESS:**

- A. School Board Appointments
- B. Hazard Mitigation Plan Resolution 2022-17
- C. City Manager's Report

**4. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS**

**5. CLOSED SESSION**

I move that the City of Franklin, Virginia City Council adjourn into a closed meeting pursuant to Virginia Code Section 2.2-3711-A-1, 1. discussion of appointments to boards and commissions, and discussion of performance of employees of the public body to discuss the following subject or subjects:, Industrial Development Authority, HRPDC Community Advisory Committee, and

2.2-3711-A-5, Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community specifically along Pretlow Industrial Park, Armory Drive, Downtown Franklin, and Franklin Regional Airport.

2.2-3711-A-7, Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body specifically regarding, Sanford vs. City of Franklin.

**Motion Upon Returning to Open Session**- I move that the City of Franklin, Virginia City Council certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on June 27, 2022; (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (iii) no action was taken in closed meeting regarding the items discussed.

## **6. ADJOURNMENT**

MINUTES FROM THE JUNE 13, 2022 REGULAR CITY COUNCIL MEETING

The Franklin City Council held a Closed Session pursuant to Code Section 2.2-3711-A-1, to conduct interviews for the Franklin City Public Schools Board appointment on June 13, 2022 at 6:00 PM in the City Council Chamber located at 207 West Second Avenue, Franklin, VA 23851.

**Call to Order Closed Session**

Mayor Frank Rabil entertained a motion to go in closed session.

**A motion was made by Councilman Mark R. Kitchen with a second by Councilman Linwood Johnson to go into Closed Session.**

**The motion carried the vote 7-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilwoman Wynndolyn Copeland</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>
<b>Mayor Frank Rabil</b>	<b>Aye</b>
<b>Vice Mayor Bobby Cutchins</b>	<b>Aye</b>

**Councilman Mark Kitchen made a motion to adjourn and certify the June 13, 2022 Closed Session with a second by Councilman Linwood Johnson.**

**The motion carried the vote 7-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilwoman Wynndolyn Copeland</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>
<b>Mayor Frank Rabil</b>	<b>Aye</b>
<b>Vice Mayor Bobby Cutchins</b>	<b>Aye</b>

The June 13, 2022 City Council meeting was adjourned at 7:00 PM

## MINUTES FROM THE JUNE 13, 2022 REGULAR CITY COUNCIL MEETING

The Franklin City Council held a regular City Council meeting on June 13, 2022, at 7:00 PM in the City Council Chambers located at 207 West Second Avenue, Franklin, VA 23851.

**Council Members in Attendance:** Frank Rabil, Mayor; Bobby Cutchins, Vice Mayor; Councilman Linwood Johnson; Councilwoman Wynndolyn Copeland; Councilman Mark Kitchen; Councilman Ray Smith; Councilman Gregory McLemore.

**Staff in Attendance:** Amanda Jarratt, City Manager and A'Risha Jones, Executive Assistant, recording minutes.

**Other Staff in Attendance:** Vernie Francis, Direct of EMS; Selenia Boone, Commissioner of the Revenue; Zachary Wright, Director of Power & Light; Camara Jacobs, Director of Human Resources; Tracy Spence, Director of Finance; Chad Edwards, Director of Public Works; Robert Porti, Deputy Chief of Police; Patrick Wilson, Lieutenant.

### Call to Order

Mayor Frank Rabil called the June 13, 2022 City Council meeting to order at 7:00 PM.

### CITIZEN'S TIME

**Ms. Amy Phillips of 108 Robinhood Road, Franklin, Virginia**, is speaking on behalf of her husband, for the better part of 40 years, Ms. Phillips' husband and father-in-law have taken the responsibility making sure that every veteran who resides in the Popular Spring Cemetery, was honored with a flag based on their final resting place, each year on Memorial Day without fail. Mr. Phillips has spent hours keeping an accurate map of the cemetery, working with the American Legion to make sure there are enough supplies of flags, coordinating with Boy Scouts Troop 17 to put the flags out, going out the day before Memorial Day to make sure that all flags are still standing and removing the flags after the holiday, cleaning them and organizing storage for the next year. All being done on his personal time, every year, Mr. Phillips encounters the same issue, which gets worse as the years go on. After the flags are in place, the crew that maintains the grounds, cuts down a number of these flags. In Ms. Phillips opinion, when 15-20 flags are being cut down, that is inexcusable. There are stones damaged by the grounds crew as well. If this is to continue, this annual display that has become a staple in the community, could become a thing of the past. Replacing these flags creates an expense on an outside entity that isn't any fault their own that the flags were damaged. How can we stop this from happening? There are plans in the works to take on Southview Cemetery for those veterans. If this issue continues, the cost will keep this from taking place.

Mayor Frank Rabil thanked Ms. Amy Phillips and Mr. Phillips for what they do. City Manager Amanda Jarratt will follow up with this concern.

### AMENDMENTS TO THE AGENDA

Mayor Frank Rabil asked if there were any amendments to the agenda. No amendments at this time.

### CONSENT AGENDA

**Approval of May 23, 2022 Minutes from the Regular City Council Meeting**

Mayor Frank Rabil asked if there were any amendments or additions to the May 23, 2022 meeting minutes.

Councilman Gregory McLemore stated on page 13 on the minutes, the verbiage “labeled” should be “titled,” “directly specifically” should be “directed specifically.” Those should be grammatically changed. Councilman Gregory McLemore stated that during this meeting “he was in favor of a Code of Ethics, however, it should be complied by the Council,” this should be added to the record.

Mayor Frank Rabil asked if there were any other corrections to the meeting minutes from the regular City Council meeting held May 23, 2022

**Mayor Frank Rabil entertained a motion to approve the minutes with the edits from the May 23, 2022 regular City Council meeting minutes. Councilman Mark Kitchen made a motion to approve the May 23, 2022 regular City Council meeting minutes with a second from Vice-Mayor Bobby Cutchins.**

**The motion carried the vote 7-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilwoman Wynndolyn Copeland</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>
<b>Mayor Frank Rabil</b>	<b>Aye</b>
<b>Vice Mayor Bobby Cutchins</b>	<b>Aye</b>

**Mayor Frank Rabil stated the motion carried unanimously.**

## **FINANCIAL MATTERS**

### **Budget Amendment #2022-21**

City Manager Amanda Jarratt stated there are two budget amendments that Ms. Tracy Spence, Director of Finance, will present.

Ms. Tracy Spence, Director of Finance, stated the Budget Amendment #2022-21 is composed of eight items 1-7, to adjust Fiscal Year 2022 expenditures based on projections and item 8 is to appropriate funds to pay pro rata fees to the developer for the Riverwood Estates Subdivision pursuant to the City’s Pro Rata Policy.

City Manager Amanda Jarratt stated that each year the department must end the fiscal year balanced, and each line item must be balanced before June 30, 2022. Secondly, related to the water sewer funds, if Council recalls from early 2000’s, Riverwood Estates made significant investments in the City of Franklin’s water and sewer system, and as a result, they received Pro Rata payments as additional homes are built in that subdivision, payments are done bi-annually.

Mayor Frank Rabil entertained a motion to approve Budget Amendment #2022-21. Councilman Linwood Johnson made a motion to approve Budget Amendment #2022-21 with a second from Councilman Mark Kitchen.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye
Mayor Frank Rabil	Aye
Vice Mayor Bobby Cutchins	Aye

Mayor Frank Rabil stated that the motion carried unanimously.

#### **Budget Amendment #2022-22**

Ms. Tracy Spence, Director of Finance stated that Budget Amendment #2022-22 is reallocate the Council approved projects from the COVID 19/ARPA fund to the General Fund to the appropriate programs. The net effect to total City Budget is \$0.00.

Mayor Frank Rabil entertained a motion to approve the Budget Amendment #2022-22. Councilman Linwood Johnson made a motion to approve the Budget Amendment #2022-22 with a second from Councilman Mark Kitchen.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye
Mayor Frank Rabil	Aye
Vice Mayor Bobby Cutchins	Aye

Mayor Frank Rabil stated that the motion carried unanimously.

#### **Davenport Plan of Finance**

City Manager Amanda Jarratt introduced Mr. David Rose, Manager of Public Finance of Davenport & Company. Mr. Rose has been the City of Franklin financial advisor for many years, over the last few months, there have been discussion on several key items, and the first being the Capital Improvement plans that was submitted by the Franklin City Public Schools. The other large items are, the City of Franklin Courthouse improvements that will be required to make and then the Armory projects. The City is required to make improvements to the Courthouse, it is also imperative that the City makes decisions and move forward with the roof replacement projects as well as the Capital Improvements. It has long been discussed not only with this Council, but others, to update the Armory or demolish it and move forward with some construction of a gym at that facility.

City Manager Amanda Jarratt stated that the financial advisors present to the Council a folder of how the City can achieve these goals and what the impact to the City would be. Mr. Rose will walk Council through the packet that is being presented.

Mr. David Rose stated that Davenport & Company has been the financial advisor for the City for 25 plus years. In this time Davenport has looked at funding strategies, items that the Council and City has clarified that has been needed as well as making sure the City financially is in a position to do those things.

Mr. David Rose stated the first item is the Fiscal Year 2023 proposed budget and debt profile, the City's 2023 proposed budget that begin July 1, is structurally balanced, recurring revenues are there for recurring expenses, not using the one time revenues to take care of things like salary adjustments. Secondly, the City's debt service as a percentage of expenditures is a strength and is currently less than 5% of annual expenditures, well below the policy ceiling of 10%. The City's debt structure is level and stable for 15 or so fiscal years beginning in Fiscal Year 2025.

Mr. David Rose stated that over the last several years, the Council and staff have a done a great job of building up the Unassigned Fund Balance. The City is now above the target range 32.5% vs. 25%. This equates to roughly \$1.25 million, the City believes that Fiscal Year 2022 will also end with a surplus.

Mr. David Rose stated the City has identified approximately \$12 million in capital needs, an immediate funding for 2 school roof replacements in the amount of \$1.86 million. All of the requests that have been put in have been factored into the funding. Second, there is approximately \$2 million for school capital projects. The third item is the Courthouse which may be anywhere amid \$6-\$8 million, which is scheduled to be constructed in Fiscal Year 2024. The school roof projects are eligible for 2% Literary Loan funding, this is below the current general market rate.

Mr. David Rose stated the recommended approach is an interim financing approach, which would minimize and or limit the City's exposure to budgetary impacts over the next several years. Once there is a better handle on the dollars and the actual cost to complete the Armory and the Courthouse, the recommendation will be permanent financing. The budgetary impact, if the City is to move forward with the school projects, there will be no financial impact in Fiscal Year 2023, the budget that will be starting in July will not need any amendments. The estimated aggregate new revenue by Fiscal Year 2028 is equivalent to approximately 12 cents on the real estate tax rate or approximately \$125,000 per year.

City Manager Amanda Jarratt stated this is the analogy used when talking about the increase impact to the budget, it does not necessarily mean that the rate will increase by that. Looking at it historically at

the increase over time with the sales and meal tax, those increase revenue sources are a way to pay for the debt service. Revenue that will be coming in is Wawa's, Starbucks, and Dunkin Donuts, all of the new development on Armory Drive. This is new tax revenue coming into the City. The City will not borrow more money than what is needed.

Mr. David Rose stated the next steps will be the initial Capital Funding Analysis during City Council meeting on June 13<sup>th</sup>, June 27<sup>th</sup> City Council authorizes a public hearing on August 22<sup>nd</sup> for the Interim Financing then adopt resolution authorizing applications to Literary Loan program for school roof projects. July 21<sup>st</sup> School Board adopts resolution authorizing application to Literary Loan, July/August Davenport with City Staff and School Administration complete the application for the Literary Loan program, and late July Davenport distributes Request for Proposals for the Interim Financing to local, regional, and national banking institutions. Late July early August, Sands Anderson works with City Staff to publish notice(s) of public hearing for August 22<sup>nd</sup> City Council meeting, on or about August 12<sup>th</sup>, RFP responses due back to Davenport for Interim Financing. August 22<sup>nd</sup> City Council holds public hearing for Interim Financing with City Council approval of the Interim Financing and the winning bidder(s). Mid-September the goal will be to close on Interim Financing.

### **CDBG Public Hearing**

City Manager Amanda Jarratt stated when funds are received in excess of 1% of the City of Franklin's operating budget a new budget public hearing must be held. As previously discussed, the City of Franklin was awarded \$1.3 million from the Department of Housing and Community Development for the Laurel Street area.

Mayor Frank Rabil opened the floor for the CDBG Public Hearing.

**Ms. Pearlle Banks of 336 Robinhood Road, Franklin, Virginia**, would like clarification, on March 28, 2022, during the City Council meeting, it was stated that the project for Laurel Street was \$3.6 million, the understanding now is that \$1.2 million has been awarded.

City Manager Amanda Jarratt stated that it is \$1.3 million, the \$3.6 million would be phase I and II of the Madison Street project, which was the one prior to this. The reason for this project is to rehab 15 homes in the Laurel Street area, as a part of phase I in addition to utility work and structural improvements. Phase II would move more towards the Oak Street area.

Mayor Frank Rabil closed the public hearing for the CDBG funding.

### **Budget Amendment #2022-23**

City Manager Amanda Jarratt stated that Budget Amendment 2022-23 would appropriate funding in the amount of \$1,360,000 in CDBG Funds awarded by the Commonwealth of Virginia's Department of Housing and Community Development for the Laurel Street Neighborhood Revitalization project.

**Mayor Frank Rabil entertained a motion to approve the Budget Amendment #2022-23. Councilwoman Wynndolyn Copeland made a motion to approve the Budget Amendment #2022-23 with a second from Councilman Linwood Johnson.**

**The motion carried the vote 7-0**

**The vote was as follows:**



Councilman Linwood Johnson           Aye  
Councilwoman Wynndolyn Copeland   Aye  
Councilman Mark Kitchen               Aye  
Councilman Ray Smith                  Aye  
Councilman Gregory McLemore         Aye  
Mayor Frank Rabil                       Aye  
Vice Mayor Bobby Cutchins           Aye

Mayor Frank Rabil stated that the motion carried unanimously.

**Fee Schedule**

City Manager Amanda Jarratt stated this is the City of Franklin recommended Fee Schedule for Fiscal Year 2023, the budget that was adopted was built around the attached Fee Schedule. The needed action is adoption by City Council. Once that is done, it will be posted on the City of Franklin website.

**Mayor Frank Rabil entertained a motion to approve the Schedule of City Fees & Charges for Fiscal Year 2023. Councilman Linwood Johnson made a motion to approve the Schedule of City Fees & Charges for Fiscal Year 2023 with a second from Councilwoman Wynndolyn Copeland.**

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson           Aye  
Councilwoman Wynndolyn Copeland   Aye  
Councilman Mark Kitchen               Aye  
Councilman Ray Smith                  Aye  
Councilman Gregory McLemore         Aye  
Mayor Frank Rabil                       Aye  
Vice Mayor Bobby Cutchins           Aye

Mayor Frank Rabil stated that the motion carried unanimously.

**Old/New Business**

**Personal Property Discussion**

City Manager Amanda Jarratt stated this is follow up to previous discussed item, due to COVID-19 and the supply chain shortage, there has a vast increase in values of vehicles. There was an increase of 19% for vehicle valuations in 2021 with a trending increase of 25%. The majority of the City's growth is from new vehicles, there was an increase from 2021 to 2022 values. There has been an influx of new people into the City with 164 vehicles losing value. The goal is to reduce this to 75%.

Mayor Frank Rabil asked if Council had any questions or desired actions.

**Councilman Linwood Johnson made a motion to approve the personal property tax with the methodology of 75% with a second from Councilwoman Wynndolyn Copeland.**

**The motion carried the vote 7-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilwoman Wynndolyn Copeland</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>
<b>Mayor Frank Rabil</b>	<b>Aye</b>
<b>Vice Mayor Bobby Cutchins</b>	<b>Aye</b>

**Mayor Frank Rabil stated that the motion carried unanimously.**

#### **Compensation Study Discussion**

City Manager Amanda Jarratt affirmed that the City of Franklin has not kept up with the other localities around the City of similar size with private sector business, history of the raises that have been given over time, with the 1% or 2% or not at all, this has allowed the City to be far behind with what competitors pay. There has been immense difficulty in recruiting and retaining employees, the City has not kept up with inflation, and with the 5% increase that was given to the employees that will take effect July 1<sup>st</sup>, was certainly helpful, however it did not take action on moving all employees to the recommend minimum salaries.

City Manager Amanda Jarratt stated most of the localities around us have done a compensation study this fiscal year, and have taken steps to implement that, they have given 7% raises to public safety. From a City Manager perspective it important that the City look at all departments, due to significant issues across each department for salary and vacancy issues. The cost to the General Fund to move all employees to the minimum salary scale would be \$413,000 and the cost to the Enterprise Fund would be \$138,000. The increase revenue the City anticipates receiving from a variety of tax resources could pay for the implementation of the compensation plan. It is also recommended that the City implements a step plan, this important from budget and recruitment perspective. The actions needed will be to implement the compensation study and the second being the step plan.

City Manager Amanda Jarratt stated the market data shows that the City is 11.9% behind the market at the pay grade minimum; 19.6% at midpoint and 26.9% at the maximum pay. The 5% raises moving everyone to at least \$13 an hour does help, but does not get the City where it needs to be. There is a vicious competition for labor, which is seen with both a private and public sector.

Councilman Linwood Johnson stated the agreement to move the employees to the minimum, but needs more clarification on the step plan. How will the City control the step plan, will it be done consecutively each year. City Manager Amanda Jarratt stated if the City implements a step plan the cost to the City will even flow, when there is an influx of individuals employees that significant years of service then that will cost the City more money, if there is a wave of retirements and individuals that come into play that don't have significant years of service, then the cost will be less. Council could choose to analyze on an annual basis or biannual basis as a part of the budget process.

Mayor Frank Rabil stated that the step plan is something the City should be doing, the problem is there haven't been any specifics on the step plan, the outline of the step plan and what it would entail would be helpful for everyone to understand.

Councilman Gregory McLemore stated there are some issues that need to be address, for instance, as expressed during the last meeting, there is an issue with across the board raises. The compensation plan requires across the board raises. The people who need the raises get those, not the individuals making in excess of \$50,000-\$60,000. Need to take into consideration the City of Franklin is a population of only 8,000. There needs to be another work session to discuss the information, finds the most beneficial way and know exactly what to vote for, as well as a better understanding.

Vice-Mayor Bobby Cutchins stated there does need to be more information on this, it needs to be done. If you only give raises to part of the employees and not to others, that is one sure way to see the leave. With the Capital Funding analysis presented earlier, we don't want the City of Franklin to have tax increase over the next few years, to make the people discourage from being here, hence, the need to look at all of the information.

Councilman Mark Kitchen asked if it is legal to give raises to some and not the others. Ms. Heather Lockerman, City Attorney, stated that could be discussed during closed session.

City Manager Amanda Jarratt stated that there is no other information as far as the compensation plan, the cost has been given, not every position in the City was less than the minimum, but the vast majority was.

Mayor Frank Rabil made a recommendation for action. City Manager Amanda Jarratt referred to the staff report, action on the compensation plan which consists of two different actions. The first of which would be to move all employees to the recommended minimum salary. The second would be to implement the step plan for future years. City Manager Amanda Jarratt stated as mentioned in the work session, just because certain staff members fall in different categories, they are working 24-hours a day on the weekends, and at nights, in the event of all of the emergencies, and they should be compensated not only for the expertise that has gotten them to be in the position they are, but for the hours they dedicate to the City and their span of control in supervisory responsibilities come with great weight. The City is on the verge of having a huge loss of staff, as mentioned in the work sessions, a majority of the water crew that is having to help pick up garbage. We are wearing our employees out because of mandatory overtime to make sure that all shifts are covered. There has been reference to water leaks that have not been repaired because they are having to help solid waste. There is an obligation that the City must do, 911 calls must be answered, trash has to be picked up, and payments need to be taken from citizens who walk through the door.

Mayor Frank Rabil and Councilman Linwood Johnson stated that it should be looked at as two separate actions. There must be more discussion and information on the step plan and how to move forward with that.

**Mayor Frank Rabil asked if there are currently any questions or desired action.**

**Councilwoman Wynndolyn Copeland made a motion to approve the compensation plan which consists of two different actions, move that all employees be moved to the recommended minimum salary, and move to receive additional information on the step plan. Councilman Linwood Johnson seconded the motion.**

Councilman Gregory McLemore asked what the minimum salary is, a minimum hourly rate is \$7.00. Mayor Frank Rabil stated that it is based on the scales, the compensation committee recommended. Councilman Gregory McLemore stated as Councilman Linwood Johnson the information given the one that was closes to the City was the City of Hopewell.

Mayor Frank Rabil stated there was discussion and it didn't matter the size, they are the same people competing for the same resources. They are the ones sending recruitment postcards to the City of Franklin employees.

Councilman Gregory McLemore stated that the individuals barely making paycheck to paycheck to get raises, which is not the case with all of the City employees. Some of the people need to owe loyalty to the City because they like being here and working here and they like the work environment. All we are saying is that we don't have people because we are not paying the people, we don't know because the study has not been done on that.

Mayor Frank Rabil stated that what the Council is doing, is putting the employees at the range that was defined in the compensation study, we are not saying that everyone will get a raise. We are guaranteeing that we are taking them to the minimum.

**Mayor Frank Rabil stated there is a two part motion on the floor, 1) moving those to the minimum based on the compensation study and 2) have more data on the step plan.**

**The motion carried the vote 6-1**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilwoman Wynndolyn Copeland</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Abstained</b>
<b>Mayor Frank Rabil</b>	<b>Aye</b>
<b>Vice Mayor Bobby Cutchins</b>	<b>Aye</b>

**Mayor Frank Rabil stated that the motion carried.**

**Mayor Frank Rabil asked to add a discussion of the step plan placed on the next City Council agenda.**

Councilwoman Wynndolyn Copeland stated that the reason for this conversation is because this has not been done in some time. City Manager Amanda Jarratt stated the last compensation study was done in 2006.

**Southampton County Courthouse Update**

City Manager Amanda Jarratt stated the latest update on the Southampton County Courthouse is the interior framing and layout, rough-in electrical and rough-in plumbing continues in the 1960s addition. Excavation of the new elevator pit in the 1960s addition is now complete. Heartland encountered a conflict with the primary electrical cable, this requires Dominion Energy to redesign and relocate its primary and associated transformers. It will take them additional six weeks to schedule relocation of the cable, which has pushed the project out three months. The contractor has tried to stay busy with other activities, but this has caused significant delay. Excavation of the 1834 portion of the facility has revealed deterioration masonry on the back corners of the building. Temporary stabilization has been provided and historic masonry was salvaged during the demotion from the permanent repairs. To date the contractor has been paid roughly \$3.2 million.

Mayor Frank Rabil asked if there was any additional cost to fix the water, City Manager Amanda Jarratt stated they were able to salvage, it's not a significant change order.

Councilman Gregory McLemore needed clarification on the City of Franklin estimated cost, City Manager Amanda Jarratt stated just a little over \$5 million for the City's estimated share. The City has borrowed \$4.8 million already, and the Global Concentrate funds have been restricted to pay for the difference, so there is no need to borrow more money.

**No action taken at this time.**

**City Manager Report**

General Update:

- There is an increase in COVID-19 cases in the community, just remind individuals to do what they must do to feel safe, whether that's obtaining your booster or vaccine or wearing a mask.
- Spoke with owners of Berkley Court, the 55 apartments have received electrical upgrades, and 19 are fully complete with the electrical upgrades and installation of the water heaters. There are six remaining households in hotels, they are working as quickly as they can.
- Staff continues to work on the Laurel Street precontract activities for the CDBG grant.
- Staff had a call with the Department of Rail and Public Transit about moving forward with the Feasibility Study for the City of Franklin. The Department of Rail and Public Transit will be covering 100% of the cost for the Feasibility Study. We are in the process of communicating with Isle of Wight County and Southampton County regarding their participation.
- The time frame for citizens to apply for tax relief for the elderly/disabled begins July 1<sup>st</sup> and they must be submitted to the Commissioner of the Revenue by August 1<sup>st</sup>.
- The agreement with Kimberly-Horn has been signed for the Hunterdale Road intersection. The design portion will begin.
- The last two School Board interviews are scheduled for June 27<sup>th</sup> at 6:00 pm and 6:30 pm.

Community Events

- Independence Day Celebration June 29, 2022
- National Night Out August 2, 2022
- Mayoral Cup Blood Drive June 22, 2022

Councilman Gregory McLemore wanted to discuss Berkley Court, everyone agreed that the Council would give assistance or a break on the utilities due to the excessive use of having to heat water.

City Manager Amanda Jarratt stated the meter readings that just done are the readings from the timeframe the individuals were without hot water. The accounts were pulled, there were 20 apartments that actually had decreased electric usage, so their usage actually went down. The average of the increase in the rest of the apartments and that was \$15 increase in electric usage. The staff plan is to manually go into the Edmunds account to give them the \$15 credit on the account. If Council would like to give the individuals who had a decrease also that credit, please let us know.

**Councilman Gregory McLemore made a motion to compensate a reduction for utilities for the affected citizens of Berkley Court from the time of the explosion with a second from Councilwoman Wynndolyn Copeland.**

**Mayor Frank Rabil stated \$15 per individuals that rates went up.**

**The motion carried the vote 7-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilwoman Wynndolyn Copeland</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>
<b>Mayor Frank Rabil</b>	<b>Aye</b>
<b>Vice Mayor Bobby Cutchins</b>	<b>Aye</b>

**Mayor Frank Rabil stated that the motion carried unanimously.**

**Council/Staff Reports on Boards/Commissions**

Councilman Linwood Johnson stated that Western Tidewater Jail Board will be meeting in the upcoming days.

**Mayor Frank Rabil entertained a motion to go into closed session.**

**Councilman Mark R. Kitchen moved that the City of Franklin, Virginia City Council adjourn into a closed meeting pursuant to Virginia Code Section 2.2-3711-A1, 1. Discussion of appointments to boards and commissions, and discussion of performance of employees of the public body to discuss**

the following subject or subjects: Industrial Development Authority, HRPDC Community Advisory Committee, and

2.2-3711-A-5, discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community specifically along Pretlow Industrial Park, Armor Drive, Downtown Franklin, and Franklin Regional Airport.

2.2-3711-A-7, Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigation posture of the public body specifically regarding health insurance of a City retiree, and Sanford vs. City of Franklin.

A motion was made by Councilman Mark R. Kitchen with a second by Councilman Linwood Johnson to go into Closed Session.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye
Mayor Frank Rabil	Aye
Vice Mayor Bobby Cutchins	Aye

Closed Session

A motion was made by Councilman Mark Kitchen to certify the June 13, 2022 Closed Session. Councilman Linwood Johnson seconded the motion.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye
Mayor Frank Rabil	Aye

MINUTES FROM THE JUNE 13, 2022 REGULAR CITY COUNCIL MEETING

**Vice Mayor Bobby Cutchins                      Aye**

**Adjournment**

**Councilman Mark Kitchen made a motion to adjourn the June 13, 2022 City Council meeting with a seconded by Councilman Linwood Johnson**

**The motion carried the vote 5-2-0**

**The vote was as follows:**

**Councilman Linwood Johnson                      Aye**

**Councilwoman Wynndolyn Copeland              Aye**

**Councilman Mark Kitchen                          Aye**

**Councilman Ray Smith                              Aye**

**Councilman Gregory McLemore                    Absent**

**Mayor Frank Rabil                                  Aye**

**Vice Mayor Bobby Cutchins                      Absent**

The June 13, 2022 City Council Closed Session meeting was adjourned at 8:35 PM

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Mayor

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Clerk to City Council





*Office of the City Manager  
Amanda C. Jarratt*

June 20, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Literary Loan Application – Franklin City Public Schools Roof Replacement

**Background Information**

As discussed at the previous City Council meeting, in order for staff to file the Literary Loan Application in support of the roof replacements for Franklin City Public Schools, resolutions are required to be adopted by both Franklin City Public Schools and Franklin City Council. The School Board was able to adopt their required resolution at their June School Board meeting. Once adopted staff will work with Davenport and Company to file the required application.

**Needed Action**

Adopt the attached Literary Loan Resolution to allow staff and Davenport to submit the required application.



**RESOLUTION OF CITY COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA,  
APPROVING APPLICATION FOR LOAN FROM THE LITERARY FUND OF  
VIRGINIA  
RESOLUTION #2022-16**

**WHEREAS**, the City Council of the City of Franklin, Virginia has determined that there is an urgent need to make capital improvements to the City’s school facilities, specifically roof replacements and similar renovations at various school facilities for school purposes and

**WHEREAS**, at a meeting of the City Council held in the City, the City of Franklin School Board has provided to the City Council an application addressed to the Virginia Board of Education through its Department of Education for the purpose of borrowing in a loan from the Virginia Literary Fund through the Virginia Literary Loan Program of \$2,000,000 for the Project and to be treated as general obligation bonds of the City for the purpose of financing the Project for school purposes;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA** that that the Application of the School Board for a Literary Loan for the Project in the amount of \$2,000,000 is hereby approved and the City Manager and other City representatives are hereby authorized to take all actions to assist in completing and submitting such Application to the VDOE and authority is hereby granted to the School Board to borrow \$2,000,000 for the Project for the purposes set out in the Application.

**RESOLVED FURTHER**, that the City Council will each year during the life of these loans, at the time they fix the regular levies, fix a rate of levy for schools or make a cash appropriation sufficient for operation expenses and to pay these loans in annual installments and the interest thereon, as required by law regulating loans from the Literary Fund.

**FURTHER RESOLVED**, that this Resolution shall take effect immediately.

Adopted by the City Council of the City of Franklin, Virginia, on June 27, 2022.

CERTIFICATE OF ADOPTION OF RESOLUTION

The undersigned Clerk of the City Council of the City of Franklin hereby certifies that the Resolution set forth above was duly adopted during an open meeting on June 27, 2022, by a majority of the members of the Board of Supervisor at a regular meeting with the following votes:

Aye:

Nay:

Abstentions:

Signed this \_\_\_\_ day of \_\_\_\_\_, 2022.

By: \_\_\_\_\_  
Clerk to City Council of the City of Franklin, Virginia



*Office of the City Manager  
Amanda C. Jarratt*

June 20, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Ward 2 and Ward 5 School Board Appointment

**Background Information**

The terms for the Ward 2 and Ward 5 seats on the City of Franklin School Board are scheduled to end on June 30, 2022. The public notice was properly run in the Tidewater News to advertise the public hearing and that hearing was conducted on May 23, 2022. Interviews have been conducted with each of the nominated candidates.

**Needed Action**

Consider appointment of the nominated candidates for Ward 2 and Ward 5.



*Office of the City Manager  
Amanda C. Jarratt*

June 22, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Hampton Roads Hazard Mitigation Plan

**Background Information**

As you all are aware, locality staff from across the region has been working to update the Hampton Roads Hazard Mitigation Plan. A work session was held by City Council regarding the specific City of Franklin recommendations. FEMA has approved the draft plan and now each participating locality must adopt the attached resolution.

The full text of the plan and the appendix can be found here:

<https://www.hrpdcva.gov/uploads/docs/Hampton%20Roads%20Hazard%20Mitigation%20Plan%20APA%20June%202011%202022.pdf>

<https://www.hrpdcva.gov/uploads/docs/Hampton%20Roads%20Hazard%20Mitigation%20Plan%20APPENDICES%20APA%20June%202011%202022.pdf>

**Needed Action**

Adopt the resolution as presented.



**Adopting the Updated 2022 Hampton Roads Hazard Mitigation Plan  
Resolution #2022-17**

**WHEREAS**, the City Council of the City of Franklin, Virginia recognizes the threat that natural hazards pose to people and property within our community; and

**WHEREAS**, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

**WHEREAS**, an adopted Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and

**WHEREAS**, the City of Franklin participated in the FEMA-prescribed mitigation planning process to prepare this Hazard Mitigation Plan; and

**WHEREAS**, the Virginia Department of Emergency Management and Federal Emergency Management Agency, Region III officials have reviewed the “**2022 Hampton Roads Hazard Mitigation Plan**” and approved it contingent upon this official adoption of the participating governments and entities;

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Franklin, Virginia adopts the “**2022 Hampton Roads Hazard Mitigation Plan**” as an official plan; and

**BE IT FURTHER RESOLVED**, the City of Franklin will submit this Adoption Resolution to the Virginia Department of Emergency Management and Federal Emergency Management Agency, Region III officials to enable the Plan’s final approval.

Signed this \_\_\_\_\_ day of June 2022.

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Frank Rabil, Mayor  
City of Franklin, Virginia



*Office of the City Manager  
Amanda C. Jarratt*

June 22, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City Manager's Report

**General Updates**

- Staff continues to work with the owners and Management Company of the Berkley Court Apartment complex to resolve the remaining outstanding issues related to the recent explosion.
- Staff continues to work on the Laurel Street precontract activities for the CDBG grant.
- The time frame for citizens to apply for tax relief for the elderly/disabled begins July 1st and they must be submitted to the Commission of the Revenue by August 1st.

**Community Events**

- Independence Day Celebration June 29, 2022
- National Night Out August 2, 2022

THE CITY OF FRANKLIN & BLACKWATER  
COMMUNITY EVENTS PRESENT AN

# Independence Day Celebration

WEDNESDAY JUNE 29TH  
DOWNTOWN FRANKLIN

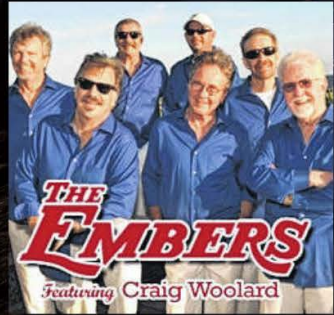
*Fireworks at 9:15pm*



**MARKET ON MAIN  
STARTING 4PM**



**FRANKLIN CRUISE IN  
STARTING 4PM**



**LIVE BAND  
6PM - 9:15PM**

*Free Hotdogs & Watermelon  
courtesy of Franklin Experience starting at 6:30pm*



*Sponsors*

